

Objectives:

-to ensure that LaRC software releases conform to NPD 2820.1 and NPR 2210.1, as well as applicable export regulations and laws

Approval _____
Deputy Center Director

General Information

The following records are generated by this procedure and are maintained in accordance with CID 1440.7:

- Letter of Request Denial
- Software Usage Agreement
- Agreement Denial

General Note

This process applies only to software as that term is defined in NPR 2210.1. All unclassified software being released for any reason and through any method is subject to this process.

For policy on the external release of software refer to NPD 2820.1, NPD 2110.1, and NPR 2210.1.

Note 1

A requester can be a non-NASA LaRC civil servant seeking software release or a NASA LaRC civil servant developer or manager seeking permission to release software.

Note 2

NPD 2110.1 restricts NASA's ability to export technology except in specified circumstances. These would include human safety, and quality of life type exceptions. Additionally, NASA can export technology when needed to support international agreements. Other situations may also arise. When an export is requested, it needs to be handled per LMS-CP-1725 to comply with governing laws and regulations. The request for this type of release should originate from a NASA civil servant.

Note 3

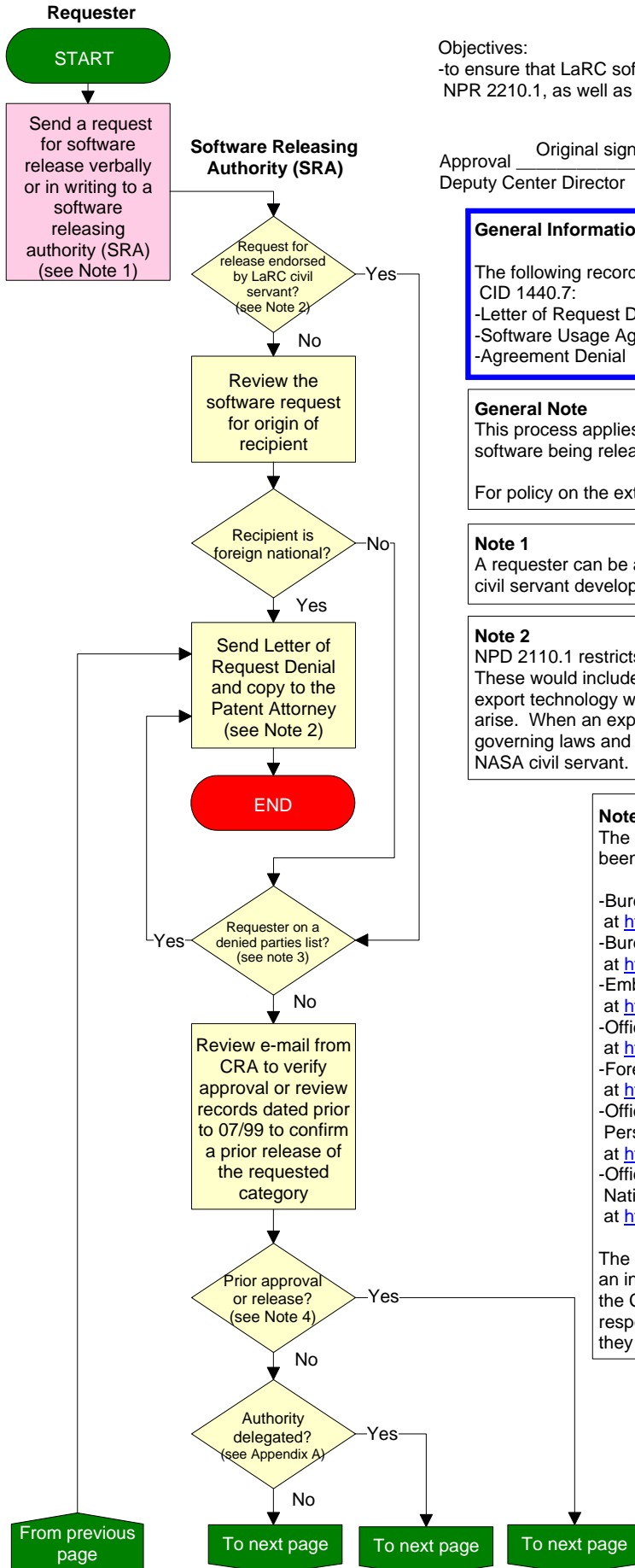
The following lists must be checked to ensure that US citizen recipient has not been denied or debarred as a result of being classified as an export risk:

- Bureau of Export Administration List of Denied Persons
at <http://www.bxa.doc.gov/DPL/Default.shtm>
- Bureau of Export Administration Entity List
at <http://w3.access.gpo.gov/bis/ear/txt/744spir.txt>
- Embargo Reference Chart
at <http://www.pmdtc.org/country.htm>
- Office of Defense Trade Controls List of Debarred Parties
at <http://www.pmdtc.org/debar059.htm>
- Foreign Assets Control Text Only Page
at <http://www.treas.gov/ofac/ofactxt.html>
- Office of Foreign Assets Control, Specially Designated Nationals and Blocked Persons
at <http://www.treas.gov/ofac/t11sdn.pdf>
- Office of Foreign Assets Control, Changes to List of Specially Designated Nationals and Blocked Person
at <http://www.treas.gov/ofac/t11sdnew.pdf>

The above URL addresses are controlled by other government agencies. When an incorrect or non-functioning address is found by an SRA, the SRA must contact the CRA who will endeavor to provide an alternative working link. It is the responsibility of the CRA to inform all SRAs of new working links as and when they are established.

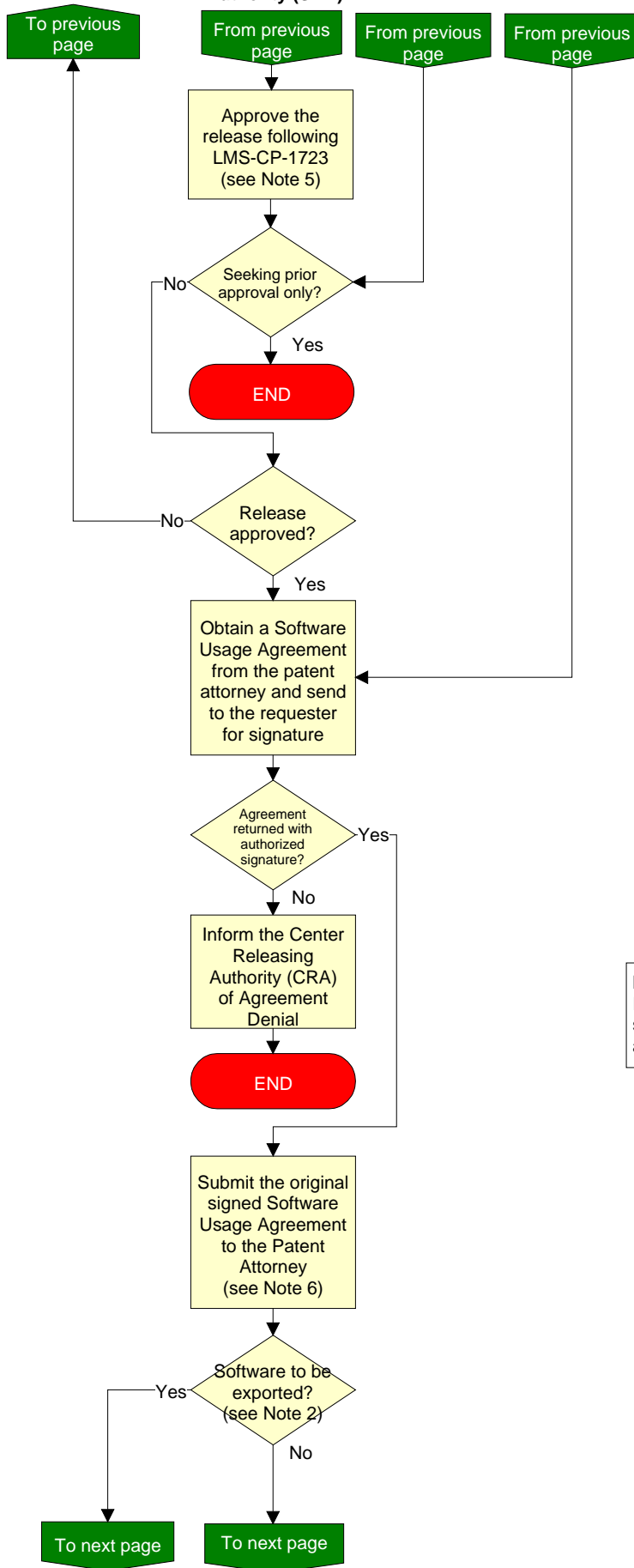
Note 4

Software that was released prior to 7/99 can continue to be released at the same category of releaseability. Any broader categorization will require a review under process LMS-CP-1723. When software has been reviewed in that process, an e-mail notification of the outcome will be sent to the SRA to convey the releaseability determination. When a determination already made through LMS-CP-1723 is too restrictive to allow a recipient to receive software, a request for a broader determination of releaseability must be submitted to the CRA through LMS-CP-1723.



**Software Releasing
Authority (SRA)**

LMS-CP-1724
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Note 5

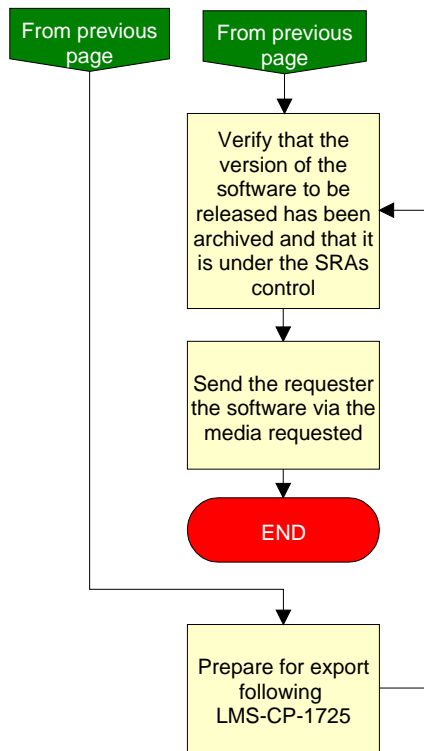
Approval for a software's release will be more timely if a Disclosure of Invention is forwarded to the LaRC Patent Office as early as possible prior to a desired release date, with an accompanying letter/notice that release of the software is desired. A concurrent software release request should also be forwarded to the CRA.

Note 6

If the usage agreement covers a release of software deemed outside the scope of LMS-CP-1723, the SRA should retain the original signed agreement.

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Appendix A

Preapproved Releases

1. The software industry has long used a convention regarding version numbers. When a major change in functionality has occurred, the major version number to the left of the decimal is incremented, and when **minor** updates and fixes are involved, the minor version number to the right of the decimal is incremented.

When software has previously been approved (under the LMS processes) for release at a specific level, no further disclosure or approval for release will be required for **minor** incremental versions (i.e., merely trivial variation or improvement--which includes minor code improvements that do not materially alter the software's operation) as long as:

- The external releases are at the same or a more restrictive level;
- The major version number has not changed;
- No new contracts were involved in code development since the last review;
- The authors since prior release approval are either government employees or contractors (contractors, for this purpose, do NOT include those working under grants, cooperative agreements, Space Act Agreements, or other agreements - only contracts and purchase orders are included); and
- Any contracts are with non-SBIR commercial entities (not universities, colleges or SBIR companies)

NOTE: The SRA making this distribution shall document that a check for RESTRICTIVE markings was made and that the SRA is certifying that the software is eligible for transfer under this guideline due to the lack of such restrictive markings.

2. If there are NO RESTRICTIVE markings on the software or its documentation that prohibit dissemination to other NASA centers or U.S. Government agencies, the software can be disseminated without further approval to civil servants at other NASA centers and U.S. Government agencies for U.S. Government purpose use only. Requests from another NASA center or U.S. Government agency contractor should be submitted to that center's/agency's civil service personnel.

NOTE: The SRA making this distribution shall document that a check for RESTRICTIVE markings was made and that the SRA is certifying that the software is eligible for transfer under this guideline due to the lack of such markings.